



KOLKATA PORT TRUST

Medical Department



e-Re-TENDER FOR PROCUREMENT OF INTRA OCULAR LENSES ON ANNUAL RATE CONTRACT BASIS FOR THE CENTENARY HOSPITAL, KOLKATA PORT TRUST.

Tender No. MED / PR / ADVT / 249R-1/ 16-17 / 1509

Dated 01/ 12 / 2016

Medical Department of Kolkata Port Trust invites e-Tender under single stage two part system (**Part I: Techno-Commercial Bid and Part II: Price Bid**) for procurement of Intra Ocular Lens from manufacturers of national and international repute having valid Accreditation Certificate under ISO 9001: 2008 / CE / FDA for, or their authorized Agents / Dealers / Distributors / Stockists **ON ANNUAL RATE CONTRACT BASIS** for implanting the same on the patients at **Centenary Hospital** of Kolkata Port Trust for about 300 plus cases per year as per Scope of work as specified in this tender and in accordance with the **General and Special Conditions of Contract**.

Bid Document may be downloaded from MSTC website www.mstcecommerce.com/eprochome/kopt and KoPT website www.kolkataporttrust.gov.in or Central Public Procurement Portal www.eProcure.gov.in. Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only.

Medical Department of Kolkata Port Trust who are intending to enter into the **One Year Rate Contract** for procurement of **Intra Ocular Lens for the Centenary Hospital, Kolkata Port Trust** hereinafter referred to as "Buyer" or "Principal" or "KoPT" and the MSTC Ltd. the Service Provider to conduct e-tender as "MSTC".

SCHEDULE OF TENDER

1.	TENDER NO.	MED / PR / ADVT / 249R-1 / 16-17 / 1509 Dated 01/ 12/ 2016
2.	MODE OF TENDER	e-Procurement System Online submission of Part I - Techno-Commercial Bid and Part II - Price Bid through www.mstcecommerce.com/eprochome/kopt of MSTC Ltd. The intending bidders are required to submit their offer electronically through e-tendering portal. No physical tender is acceptable by Kolkata Port Trust.
3.	E-Tender No.	KoPT/Kolkata Dock System/MED/20/16-17/ET/373
4.	Date of publication of e-Tender through Newspaper insertion, publication in KoPT & MSTC websites and Central Public Procurement Portal	15/ 12/ 2016
5.	Date of availability of NIT to the Vendors for downloading	15/ 12/ 2016 at 10.00 Hrs.
6.	Date of Offline Pre-Bid meeting	26/ 12/ 2016 at 11.00 a.m.
7.	Earnest Money Deposit	"Earnest Money Deposit" of Rs.15,000 (Rupees Fifteen thousand) only may be remitted at least three days advance from the date of closing of Online e-Tender for submission of Techno-Commercial Bid by NEFT /



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		<p>RTGS to Kolkata Port Trust Bank Account No. 227002000000018 with Indian Overseas Bank, KPT Fairlie Place Extension Branch.</p> <p>Please furnish the following details while remitting the amount: Name of Bidder: Bank Name: Tender No.: Tender Date: Name of the Tendering Dept. UTR No.:</p> <p>After the award of the contract, the Earnest Money will be refunded without interest on application to all unsuccessful bidders. The Earnest Money of the successful bidder shall be returned after one month from the commencement of the job contract functioning successfully and after deposit of Security Money.</p>
8.	Tender Cost	<p>"Tender Cost" of Rs. 600 (Rupees Six hundred only) may be remitted at least three days advance from the date of closing of Online e-Tender for submission of Techno-Commercial Bid by NEFT / RTGS to Kolkata Port Trust Bank Account No. 227002000000018 with Indian Overseas Bank, KPT Fairlie Place Extension Branch.</p> <p>Please furnish the following details while remitting the amount: Name of Bidder: Bank Name: Tender No.: Tender Date: UTR No.: Name of the Tendering Dept.</p>
Payment of Tender Cost & EMD should be made well in advance (at least three days) before the date of closing of Online e-Tender for submission of Techno-Commercial Bid.		
9.	Transaction Fee	<p>Rs. 431/- (Rupees Four hundred and thirty one) only Including of Service Tax @15%. Payment of Transaction Fee by NEFT / RTGS in favour of MSTC LIMITED.</p>
10.	Last date of submission of EMD & Bid Document Fee to Treasurer of	02 / 01 / 2017 up to 14.00 Hrs.



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	Trustees', KoPT	
11.	Last date of submission of Transaction fee through RTGS / NEFT in favour of MSTC Limited, Kolkata.	<i>Three working days before the last date of closing of online bidding for the e-Tender.</i>
12.	Date of Starting of e-Tender for submission of Online Techno-Commercial Bid and Price Bid at www.mstcecommerce.com/eprochome/kopt	15/ 12/ 2016 at 15.00 hrs.
13.	Date of closing of Online e-tender for submission of Techno-Commercial Bid & Price Bid at www.mstcecommerce.com/eprochome/kopt .	05/ 01/ 2017 at 15.00 hrs.
14.	Date & time of opening of Part-I (Techno-Commercial Bid)	05 / 01/ 2017 at 15.30 hrs.
15.	Date & time of opening of Part-II (Price Bid)	Shall be informed separately to the Techno-Commercially qualified Bidder/s.

Note: 1. *In the event of any unforeseen closure of work / holiday on any of the above days, the same will be opened / held on the next working day without any further notice.*

2. *Under no circumstances the Due Date of the Tender will be extended.*

A) Important Instructions for E-procurement

This is an e-procurement event of Kolkata Port Trust. The e-procurement service provider is MSTC Ltd. of 225C, A.J.C. Bose Road, Kolkata-700 020.

You are requested to read the Terms & Conditions (Annexure- II) of this tender before submitting your online tender. Tenderers who do not comply with the Conditions with documentary proof (wherever required) will not qualify in the Tender for opening of Price Bid.

1. Process of E-tender:

A) Registration: The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT www.mstcecommerce.com/eprochome/kopt



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- 1) Vendors are required to register themselves online with www.mstcecommerce.com → e-Procurement → PSU / Govt. depts. → Register as Vendor under KoPT - Filling up details and creating own user id and password → Submit.
- 2) Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.

In case of any clarification, please contact KOPT / MSTC (before the scheduled time of the e-Tender).

Contact person (Medical Dept. KoPT):

- | | | |
|---|--|--|
| 1. Dr. Saibal Maitra.
Dy. CMO (I)
Mobile No. 9831069263 | 2. Sri. S.K. Joshi.
Dy. MM- Contract
Mobile No. 033-71003641 | Dr.S. Gupta
Dy.CMO-II
Mobile No.9831100464 |
|---|--|--|

Contact person (MSTC Ltd):

- | | |
|--|--|
| 1. Mr. Arindam Bhattacharjee
Deputy. Manager (E-commerce)
MobileNo:09330102643
Email-arindam@mstcindia.co.in | 2) Mr. Sabyasachi Mukherjee
Junior Manager (E-commerce)
Mobile- 07278030407
Email: smukherjee@mstcindia.co.in |
|--|--|
- Landline: (033) 22901004

3. Ms Sumona Maity
Management Trainee (E-Commerce)
Mobile-0983155225
Email-smaity@mstcindia.co.in

B) System Requirement:

- i) Windows 98 / XP-SP3 & above / Windows 7 Operating System
- ii) IE-7 and above Internet browser.
- iii) Signing type digital signature
- iv) JRE 7 update 79 software to be downloaded and installed in the system. Security level should be medium
- v) To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level (Please run IE settings from the page www.mstcecommerce.com once)

Part-I: Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.



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Part-II: Price bid will be opened electronically of only those bidder(s) whose Part I Techno-Commercial Bid is found to be Techno-Commercially acceptable by KoPT. Such bidder(s) will be intimated the date of opening of Part II Price bid, through valid email confirmed by them.

All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

Special Note towards Transaction Fee: PAYMENT OF Transaction fee By NEFT / RTGS in favour of MSTC Limited. The Bank details, format etc. for sending Transaction fee by NEFT / / RTGS to MSTC is detailed below:

Bank Details : Axis Bank, Shakespeare Sarani Branch
A/C Details : 005010200057840
IFSC Code No. : UTIB0000005

"The vendors shall enter the Transaction Fee details by using the "Transaction Fee Entry" Link under "My Menu" in the vendor login. The vendors have to select the particular tender in which they want to participate against the transaction fee by clicking on the tick box at the right and then Clicking on the "Submit" Button at the bottom of the page. Then the page appears where the vendors are required to fill up the transaction details, namely the UTR No, Date of Transaction, and the Remitting Bank in the given fields and then click on the "Confirm" Button".

NOTE : The bidders should submit the Transaction Fee well in advance before the last date of submission of tender as they will be activated for bid submission only after receipt of transaction fee by MSTC.

Contact Details:

Fax No. : 033- 22831002

Email ids:

- sanjibpoddar@mstcindia.co.in,
- arindam@mstcindia.co.in,
- rpradhan@mstcindia.co.in,
- smukherjee@mstcindia.co.in.

Bidders may please note that the Transaction Fee should be deposited by debiting the A/C of the bidder only, Transaction Fee deposited from or by debiting any other party's a/c will not be accepted. Transaction fee is non-refundable.

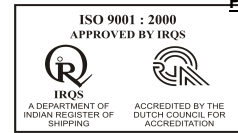
In case of failure to submit the payment towards Transaction fee for any reason, the vendor, in term, will not have the access to online e-tender.

In case of failure to submit the payment towards Cost of Tender document & EMD for any reason, the vender, in term, will not have the access to on line e-Tender and no correspondence in this respect will be entertained and KOPT will not be responsible for any such lapses on this account.



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Bidder(s) are advised to make remittance of Tender Fee and EMD by NEFT / RTGS well in advance and verify completion of transaction in respect of Tender Fee and EMD.

Vendors are instructed to use link in **My Menu** to **Upload Documents** in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.

Once documents are uploaded in the library, vendors can attach documents through **Attach Document** link against the particular tender. For further assistance please follow instructions of vendor guide.

All Notices / Corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by KoPT. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with MSTC (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

E-tender cannot be accessed after the due date and time mentioned in NIT.

Bidding in e-Tender:

- a. Bidder(s) need to submit necessary EMD, Tender Fees (If ANY) and Transaction Fees for getting eligibility to bid online in the e-tender. Tender fees and Transaction fees are non-refundable. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by KOPT.
- b. The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.
- c. The bidder(s) who have submitted the above fees can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → Psu / Govt depts. → Login under KOPT → My Menu → Auction Floor Manager → live event → Selection of the live event.
- d. The bidder should allow to run an application namely enApple by accepting the risk and clicking on run. This exercise has to be done twice immediately after opening of Bid floor. Then they have to fill up Common Terms / Commercial specification and save the same. After that clicking on the Techno-Commercial bid, if this application is not run then the bidder will not be able to save / submit his Techno-Commercial bid.
- e. After filling the Techno-Commercial Bid, bidder should click '**Save**' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to be filled up and then bidder should click on "**Save**" to record their Price Bid. Then once both the Techno-Commercial bid & Price Bid has been saved, the bidder can click on the "**Submit**" button to register their bid.
- f. In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.



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- g. During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- h. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- i. All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply. Such successful Bidder shall be called hereafter **SUPPLIER**.
- j. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
- k. Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- l. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- m. Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.

No deviation to the Technical and Commercial Terms & Conditions are allowed.

KOPT has the right to cancel this e-Tender without assigning any reason thereof.

The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website www.mstcecommerce.com/eprochome/KOPT of MSTC Ltd.

The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

The bid will be evaluated based on the filled-in technical & commercial formats.

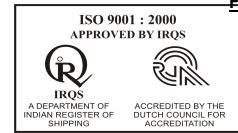
The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, EMD of defaulting bidder(s) will be forfeited. Punitive action including suspension and banning of business can also be taken against defaulting bidders.

Bidders are requested to read the vendor guide and see the video in the page www.mstcecommerce.com/eprochome/KOPT of MSTC Ltd. to familiarize them with the system before bidding.



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B. COMMERCIAL TERMS & CONDITIONS

Concurrence and remarks for all Commercial Terms & Conditions will be taken Online. Upload supporting documents wherever necessary. No hard copy for the same needs to be submitted. If required, the Bidder/s may be asked to produce the Original documents before the Tender Committee for verification purpose only.

1. AVAILABILITY OF THE TENDER DOCUMENT:

Tender Document may be downloaded from KoPT Website: www.kolkataporttrust.gov.in / Central Public Procurement Portal www.eProcurement.gov.in or website address www.mstcecommerce.com/eprochome/KOPT of MSTC Ltd.

2. EXEMPTION FROM PAYMENT OF COST OF TENDER DOCUMENT AND EMD:

For Micro & Small Enterprises (MSE's) registered with NSIC:

- Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) for the tendered out item are exempted from depositing Cost of Tender Document and Earnest Money having valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate.
- Micro & Small Enterprises (MSE's) registered with NSIC under Single Point Registration Scheme (SPRS) are eligible to get the benefits under new Public Procurement policies for MSEs as notified by Govt. of India, Ministry of Micro, Small & Medium Enterprises (MSME) vide Gazette Notification dt. 26/03/2012.
- When splitting of tender quantity is not possible purely on technical ground, trustees reserve the right not to negotiate price with MSE if their price is within the band of L1+15% in comparison with L1 price of non-MSE for consideration of award of order for 20% of tender quantity against any item as per new public procurement policy.
- If Micro & Small Enterprises (MSE's) registered with NSIC intends to participate in the tender, for the items they are not registered with NSIC, then they will have to deposit cost of Tender Document, full amount of Earnest Money as per NIT. Otherwise their offer against the tender will not be considered.
- Copy of valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate has to be submitted along with the Bid.
- SSI Units registered with NSIC under single point registration scheme for the tendered out item will be exempted from deposit of the Cost of Tender document on submission of valid supporting document(s).

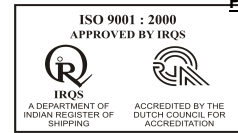
3. ELIGIBILITY TO BID:

In order to be eligible to submit bid, the intending Bidder will have to Upload Self Attested copies of the following documents in **PART - I**:



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- a Trade License / Certificate of Incorporation.
- b Central Sales Tax / VAT Registration Certificate.
- c Service Tax Registration Certificate.
- d Income Tax PAN / TAN.
- e Certified photocopy of valid Accreditation Certificate under ISO 9001 : 2008 / CE / FDA for Foldable Intra Ocular Lens.
- f Certified photocopy of valid Authorization Certificate, in case of Authorized Agents.
- g Audited (where applicable) Balance Sheets and Profit & Loss A/C for the last 3 years ending on 31st. March 2016.
- h Financial Statement showing average annual financial turnover during the last 3 years ending 31st March 2016 being at least **Rs. 2.25 lacs**.
- i Experience of having three or two or one completed '**similar work**' contract carried out satisfactorily during the last seven years ending on **31st March 2016** costing not less than the amount as mentioned below:
 - (i) Contract value **Rs. 3.00 lacs** each in case of three contracts
 - or,
 - (ii) Contract value **Rs. 4.50 lacs** each in case of two contracts
 - or
 - (iii) Contract value **Rs. 6.00 lacs** each in case of one contract.

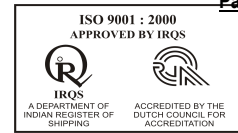
The satisfactory work experience should be substantiated by producing relevant documents viz. - Contract / Order Copy and Certificate of satisfactory completion of related Order / Contract held with the Hospital in their own letter head wherein Contract was performed.

- j ESI Registration No.
- k EPF Regn. No.
- l Company Particulars (as per Appendix 'A').
- m The complete Notice Inviting Tender duly signed (with seal and date) by the authorized signatory of the Bidder on each page.
- n **Unconditional Acceptance of the Conditions of the Notice Inviting Tender** in a separate letter.
- o The Check List in Page 17 is to be filled in, signed, stamped and submitted positively along with the **Techno-Commercial Bid**.



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Note:

1. "similar works" means: supply and delivery of Intraocular lens to Hospital of repute (preferably in Govt. Hospital)
2. In case (j) and (k) are not applicable, the bidder should submit duly Notarised Affidavit affirming the same.

4. PRE BID MEETING:

Offline Pre-bid meeting will be held on 26/ 12/ 2016 at 11.00 a.m. in Centenary Hospital, KoPT at 1, Diamond Harbour Road, Majherhat, Kolkata - 700 053.

The Trustees' will not recognize any assignment or endorsement in favour of third party of any order arising out of this tender other than the awarded Contractor.

The issuing authority reserves the right to ACCEPT / REJECT any or all tenders without assigning any reason whatsoever.

The Tender is subject to Earnest Money and Security Deposit clauses.

REQUIREMENT OF VENDOR :

1. P.C. connected with Internet.
2. Registration with portal www.mstcecommerce.com/eprochome/kopt.
3. Submission of Tendering Fees to MSTC Ltd. before e-tender.
4. **Class 2 or Class 3 digital certificates in the name of the Company of the vendor (in the name of the Company who will be submitting the EMD & General Information). This may be obtained from any of the certifying authorities. Bids will not be recorded without Digital Signature.**

Note: Please check the Digital Certificate. In case of any clarification please contact MSTC Ltd., before the scheduled time of the e-tender.

5. INSTRUCTIONS TO BIDDER:

- 5.1 Tender for the above work should be submitted in accordance with the **Schedule of Quantities** as specified in this tender and in accordance with the Special Conditions of Contract & General Conditions of Contract. **The Special Condition of Contract will prevail over and above the General Conditions of Contract.**
- 5.2 Any clarification with regard to interpretation or ambiguities discovered or pointed out after the issue of the tender documents but prior to submission of tenders as to the meaning, conditions or instructions contained in any of the issued documents, shall be valid only when such a clarification is issued in writing by the officer issuing the Notice Inviting Tender. Any such written clarification or amendment shall be hoisted in website of KoPT / CPP Portal. **Hence all the intending Bidders are advised to keep close watch on the website of KoPT / CPP Portal in their own interest.**



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- 5.3 **Earnest Money:** Earnest Money Deposit of **Rs.15,000.00** (Rupees Fifteen thousand only) may be remitted by RTGS / NEFT in favor of Kolkata Port Trust well in advance before opening of e-tender.

After the award of the contract, the Earnest Money will be refunded without interest on application to all unsuccessful bidders. The Earnest Money of the successful enlisted bidder shall be converted and shall be retained with KoPT as **Security Money** till the completion of the Contract period. In case the successful bidder fails to accept the Contract the EMD so converted and kept with KoPT will be forfeited. The Kolkata based Bidders shall provide the Bank account details for refund of the EMD through ECS. Wherever ECS facility is not available, the EMD will be refunded through NEFT / RTGS for which Bank Charges is to be paid by the bidder, necessary information in this regard need to be furnished by the Bidders.

- Note:**
1. **Exemption from depositing of Cost of Tender Document and Earnest Money for Micro & Small Enterprises (MSE's) registered with NSIC. (See Note under Para 2 above).**
 2. **Bidders registered with DGS&D and SSI Units registered with NSIC under single point registration scheme will be exempted from deposit of Earnest Money on submission of valid supporting document(s).**

- 5.4 **Site Visit:** ALL INTENDING Bidders may visit the site before submitting the Bid at their own expense, prior to submission of tender for assessing the job requirement under consideration for the above Tender with the prior permission from the Chief Medical Officer. No clarification will be made to the intending Bidder regarding location site after this and the decision of the Chief Medical Officer, Kolkata Port Trust shall be final & binding in this regard.

SPECIAL CONDITIONS OF CONTRACT

1. **PERIOD OF VALIDITY OF OFFER:** The offer should be VALID for a period of not less than 90 (Ninety) days from the date of opening of the PRICE BID.
2. **WITHDRAWAL OF TENDER:** Withdrawal of tender / offer in the interval between the closing date for submission of e-Tender and the expiry of the period of its validity will result in forfeiture of Earnest Money.
3. **CANCELLATION OF TENDER:** The Chief Medical Officer, KoPT, reserves the right of accepting or rejecting any offer partially or wholly without assigning any reason thereto.
4. **REJECTION OF TENDER DOCUMENTS:** Bidder is expected to examine the Tender documents including all Instruction Forms, Terms & Conditions, and Technical Specifications in Tender documents. Failure to furnish the requisite information as per the Notice Inviting Tender or submission of tender not substantially responsive to the tender documents in every respect may result in the rejection of the tender.



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5. AMENDMENT OF TENDER DOCUMENTS:

- a) At any time prior to the deadline for submission of tenders, the Chief Medical Officer for any reason whether at his own initiative or in response to a clarification required by a prospective Bidders may modify the Tender Documents.
- b) The amendment shall be part of the Tender Documents and will be notified by publication in the MSTC's / KoPT's website / Central Public Procurement Portal and will be binding on the prospective Bidders.
- c) All the intending Bidders are advised to keep close watch on the website of MSTC / KoPT / CPP Portal in their own interest.

6. **SCOPE OF WORK:** The implantation of IOL is Delicate surgical procedure and the procedure is taken once in a life time in most cases. Implantation of only the recommended type and power of IOL is necessary to get the desired result. For Various technical reasons and depending on the conditions of patients the indented and procured lens can not be implanted and may require to be replaced with lens of different specifications. **About 300 Cataract surgeries are being done in every year in the Hospital.** the selected supplier would be intimated for supply of lens and other related disposable accessories through a formal requisition mentioning the number and types of lens with specifications within the date and time as may be specified therein. in case of exigency such intimation may be given over telephone to be followed subsequently by formal requisition - in such cases supply is to be made on the basis of intimation over telephone. the supply of lens and other related disposable accessories are to be made in original pack of the manufacturer directly to the chief medical officer, 1, Diamond Harbour Road, Kolkata - 700 053 within 24 hours from the receipt of information for the supply, either in writing or over phone.

7. PERIOD OF CONTRACT.

The Contract would be for a period of 1 (One) year, and shall be valid for all Part Orders to be placed by KoPT within this period. The Contract period may be extended by another 3 (three) months, if considered necessary by the Chief Medical Officer of Kolkata Port Trust

8. OPENING OF TENDERS:

The Techno-Commercial Bid of e-Tender will be opened on **05/ 01/ 2017 at 3.30 P.M.** in the office of the Chief Medical Officer of Centenary Hospital at 1, Diamond Harbour Road, Kolkata - 700 053, West Bengal, India.

The respondent firms may send their Authorised Representative at the time of Opening of both the Techno-Commercial and the Price Bids of the Tender with proper Authorisation Letter and Office Seal. To assist in the examination, evaluation and comparison of tenders, Chief Medical Officer may at his discretion, ask the Bidder for a clarification of their offer. All responses to requests for clarification shall be in writing and no change in the price or substance of the tender shall be permitted.



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9. PRICE:

- a Net Basic Price of the tendered out item after adjusting (Basic Price inclusive of Custom duty, Excise duty, cess etc (as per the prevailing rate) except Sales Tax / VAT and after adjusting unconditional discount , if any) must be quoted in PRICE BID in INR only. Any conditional discount will not be considered for the purpose of Inter- say position. Tender shall be rejected if bidder quotes prices / Rates anywhere in Techno- commercial bid.
- b The prevailing rates of VAT/ Sales Tax etc if any applicable must be mentioned separately in the price bid in e- tender platform. Rate of CST/ VAT in full **In Percentage** only may be only may stated as KoPT will not furnish " C or "D " form.
- c The bidder keep it in mind that IOL is for the Hospital of KoPT and the rate of the item will not be more than the rate as those quoted to Govt. Hospitals . An undertaking to this effect is to be uploaded by all the participating bidders at the submission of Techno- commercial bid.

10 TAXES: Rate of Taxes ,if any, to be stated clearly in the offer.

11 VALIDITY OF OFFERS: The offer including Price part should remain valid for a period of 90 days from the date of **opening of the Price Bid..** Once the bidder is awarded the Contract for a period of 1 (One) year, the price should remain firm for the entire period of Contract. However the escalation in the Rate of taxes, if any, may be considered for reviewing on submission of supporting documents.

12 DELIVERY: Delivery of the ordered quantity has to be made in installments during the period of Annual Rate Contract directly to the Centenary Hospital, KoPT at "Free of Cost" with adequate Shelf Life after opening of the Container.Delivery is to be made at the Stores of the Centenary Hospital, KoPT, on all working days, i.e., other than KoPT holidays and Sundays between 10 A.M. to 12 Noon and 2 P.M. to 4 PM.The supplier would be intimated for supply of Lens through a formal Requisition mentioning the Number and Types of Lens with specifications within the date and time as may be specified therein. In case of exigency such intimation may be given over telephone to be followed subsequently by formal Requisition - in such cases supply is to be made on the basis of intimation over telephone. **The supply of Lenses to be made in Original Pack of the manufacturer directly to the Chief Medical Officer, 1, Diamond Harbour Road, Kolkata - 700 053 within 24 hours from the receipt of information for the supply, either in writing or over phone.**

Note :Declaration as referred in Delivery Clause 12 has to be uploaded in techno-commercial Bid in your Separate letter confirming delivery of lenses within 24 hrs from the receipt of information.

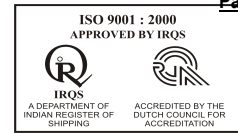
13 LIQUIDATED DAMAGE:

The stipulated delivery period is **(24 hrs)** from the date of placement of Order. However, in such situation a penalty of 0.5% of the value of the order calculated at the contract rate per week or a part of a week will be levied. The maximum penalty shall not exceed 10% of the total value of the order or orders.



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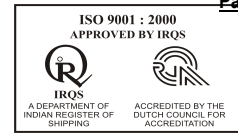
Dated 01/ 12 / 2016

- 14 **FORCE MAJEURE:** In the event, the Contractor / KoPT being prevented from fulfilling its obligation or part thereof arising out of this contract, due to any Force Majeure event like Acts of God (Flood, Earthquake etc) or War, Civil Commotion, Strike etc, the affected party shall forthwith but in no case later than 48 hours from the commencement of such event, intimate the other party as to the commencement of such event and continue to intimate after every 7 days during continuance of such event. The affected party shall upon cessation of such event, promptly inform the other parties and shall commence its obligation in part or in full arising out of this contract that was kept suspended due to such events of Force Majeure.
- 15 **EVALUATION CRITERIA:** Evaluation of the tender shall be made on the lowest price offered of the tendered out item after adjusting unconditional discount if any plus applicable Taxes & govt duties will also be considered at the time of evaluation of offer.
- 16 **PAYMENT TERMS:**
- a) The payment will be made in Indian Currency only.
 - b) 100% payment against satisfactory completion of the supply of the materials will be made through ECS / RTGS (for outstation firm) within 30 days only after acceptance of the supplied materials by the competent authority of the Medical Dept. Kolkata Port Trust. Self attested Photo Copies of VAT Registration Certificate, Income Tax PAN No., Order Copy, Original copy of Receipted Challan and other related documents should be submitted along with the Bill (in triplicate) for payment
- 17 **TERMINATION OF CONTRACT:**
- a) If the selected bidder fails to carry out the order as per the desired specification and /or fails to deliver the Intraocular lens within the stipulated period without any valid and acceptable reason, the Chief Medical Officer, KoPT may cancel the order and his decision in the matter shall be final and binding on the selected bidder.
 - b) Upon cancellation of the order for the reason indicated in Clause (a) above, the Chief Medical Officer shall be entitled to get the work done at the risk and expenses of the Contractor on whom the order has been placed, through an independent agency and to recover from the selected bidder in addition to any other amount, compensation or damages that KoPT is entitled to in terms of other relevant Clauses in contract.
 - c) The Contract may be terminated at any time within the currency of the Contract period by KoPT at its sole discretion for any of the following factors and for such cancellation KoPT will under no circumstances be liable for any financial repercussions to the Contractor. The decision of the Chief Medical Officer of KoPT to this effect will be final.
 - i. Unsatisfactory performance of the Contractor. Periodical review of the performance of the Contractor will be done by the competent authority entrusted by the Chief Medical Officer of KoPT.
 - ii. Breach of any Terms and Conditions of Contract.



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- iii. Any unlawful act of the Contractor or any third party on behalf of the Contractor entailing any damage / loss to the property / material of KoPT or any inconvenience to the KoPT.

- 19 **ARBITRATION:** Disputes if any, arising out of this agreement will be settled by arbitration and the decision of the Arbitrator shall be final and binding on both parties.
- 20 **JURISDICTION:** The Contract will be governed by all relevant Indian Acts applicable only within the jurisdiction of the High Court at Kolkata.
- 21 Non-compliance of any terms and conditions and /or quoting price without adhering to the instruction of the tender documents, may render the offer liable for rejection.
- 22 In addition to the Terms & Conditions stated in this document, all other Terms & Conditions will be guided by KoPT's General Conditions of Contract, as appearing in the KoPT's website will apply.

The above Clauses shall be final and binding on both parties

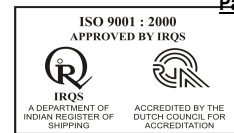
Note:

- a) Please note that the Bidder of the Tender would be allowed to submit shortfall documents (relating to capacity or otherwise) within a maximum period of 15 (fifteen) days from the date of communication indicating the nature of documents not submitted / required as per Notice Inviting Tender. In case the Bidder fails to submit the required document/s within stipulated time, the Tender will be processed in the absence of the required document/s which may result in disqualification of the Bidder.



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CHECK LIST

1	Whether original Tender papers i.e. Tender document from page 1 to Page 21 have been duly Signed & Stamped and uploaded with the Techno-Commercial Bid .	Yes / No
2	Whether photo copies of Trade License, STCC / VAT Regn. Certificate, Service Tax Registration Certificate, Balance Sheet for 3 years and Power of Attorney in favour of Authorised Signatory if not signed by the Proprietor, are uploaded in Techno-Commercial bid .	Yes / No
3	Whether particulars of deposit of Cost of Tender Document and Earnest Money are Uploaded in Techno- Commercial Bid .	Yes / No
4	Whether the documents viz. Order Copies and related Performance Certificate is / are Uploaded in Techno- Commercial Bid .	Yes / No
5	Whether separate letter confirming Unconditional Acceptance of Tender Conditions is Uploaded in Techno- Commercial Bid .	Yes / No
6	Whether the Rate of Sales Tax/ VAT (in percentage) only has been mentioned in Price Bid	Yes / No
7	Whether the Documents (Order Copies) in support of Contract Value in terms of Tender clause No. 3 (Sub Clause Nos. f & g) of similar work done during last 7 years is Uploaded in Techno- Commercial Bid .	Yes / No
8.	Whether the Documents relating ESI & EPF Registration No. Or Affidavit affirming non-availability of the same are Uploaded in Techno- Commercial Bid .	Yes / No
9	Manufacturer's ISO/ CE/ FDA accreditation certificates.	Yes/ No



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Appendix-B

TECHNICAL SPECIFICATION

<u>Item</u>	<u>Power</u>	<u>Specification</u>	<u>Requirement per annum</u>
<u>Interaocular Lens</u>	+10 D to 25 D ± 2 D	Foldable Hydrophobic acrylic 360 deg . Square edge	300 nos (approx)

Offer No. _____
Date: _____

Authorized Signatory of the Tenderer
(with official Seal)

Essential Criteria (To be uploaded in Techno-commercial Bid)

- The intending Bidder must be Principal Manufacturer having valid Accreditation Certificate under ISO 9001:2008 / CE/ FDA (Up to date Accreditation Certificate must be produced along with the Offer)
- In case of Authorised Dealer / Distributors / Stockists willing to participate in the tender must produce Authorisation Certificate from the Principal Manufacturer. This Authorisation Certificate must be in unbroken chain and should not only for this particular tender but for at least two preceding years.

The willing Vendor should furnish the name of the reputed Govt. / Private Sector Institute preferably Kolkata based, where the tendered items are supplied by the Vendor and implanted successfully for the last 2 (Two) years or more and the Performance Certificate issued by the authority of the said Hospital must be produced with the Techno-Commercial Bid of the Tender



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Cost of Tender Document & Earnest Money Deposit

(TO BE UPLOADED IN TECHNO-COMMERCIAL BID)

A. Cost of Tender Document:

Detail Particulars of deposit of Amount by RTGS / NEFT (Date of Remittance, Name of the Bank, & Branch, UTR No.)	Amount (In Rs.)
	600.00 (Six hundred only)

B. Earnest Money Deposit:

Detail Particulars of deposit of Amount by RTGS / NEFT (Date of Remittance, Name of the Bank, & Branch, UTR No.)	Amount (In Rs)
	Rs. 15000.00 (Rupees Fifteen Thousand only)

**Authorized Signatory of the Tenderer
(with official Seal and date)**



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APPENDIX-'A'
[TO BE UPLOADED IN PART -I]

Name of the Firm / Bidder : _____

Name of the Authorized Signatory: _____

Official Address: _____

Phone No.: _____ FAX: _____

E-Mail: _____ Cell Phone No. _____

Trade License No. _____ (Attach self attested Photocopy)

PAN / TAN _____ (Attach self attested Photocopy)

Bank Particulars:

Name of the Bank: _____ Branch Name: _____

MICR No. _____ IFSC Code No. _____

Account Type: _____ A/C No. _____

Declaration:

We have examined carefully, read and understood the above Terms and Conditions, Specifications .We hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specifications, Bill of Quantities, General Conditions of the Contract and the Terms and Conditions as stated in the tender and at rates and prices set out in the annexed Bill of Quantities within the time period as stated in the tender. In the event of our tender being accepted in full or in part, We also hereby agree that the said Tender, Specifications, Bill of Quantities, General Conditions of Contract and the Terms and Conditions as stated in the tender together with the acceptance thereof in writing by or on behalf of the Trustees shall form the Contract.

It is hereby confirmed that the hard copy of tender being submitted in the single cover of the tender is Identical to the one downloaded from your web site / Central Public Procurement Portal. In case the same is found altered / modified in any way, we will be held responsible and our offer will be liable for rejection forthwith and we may also be barred from participating in future tender of KoPT without any reference to us.

It is also declared that our Concern was never been banned or de-listed by any Government or, Quasi-Government Agency or PSU. If the declaration is found incorrect in future, our offer will be liable for rejection.

Offer No. _____

Date: _____

Authorized Signatory of the Tenderer
(with official Seal)



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PRICE BID

BILL OF QUANTITIES (APPENDIX - C)

1	2	3	4
Sl. No.	Item	Tender Quantity	Total Amount In (Rs) in figure & in Words
Item No. 1	Basic Net Price of Intra ocular lens	1 (One) No.	Price not to be quoted here.
1(a)	Less Unconditional Discount if any in Rupees		Price not to be quoted here
1(b)	Net Basic Price of Intraocular lens (Basic Price less Unconditional Discount)		Price not to be quoted here.
1(c)	Plus Sales Tax / VAT in % ____ on Row No. 1(b)		Price not to be quoted here.
1(i)	Grand Total in Rs.		Price not to be quoted here.

Note:

- a) Only Net Basic Price of Intraocular lens after adjusting (Basic Price less Unconditional Discount) is to be mentioned in the Price Offer. Any Conditional Discount should not be considered for the purpose of evaluation.